

**SECRET**

UNITED STATES GOVERNMENT

# Memorandum

TO : Chief, Records Administration Staff

RMS-M-66-018  
DATE: 10 June 1966

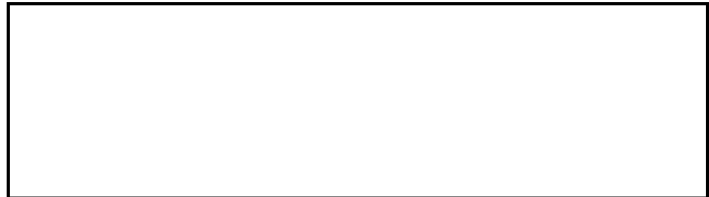
FROM : Chief, Records Management Staff, OC

SUBJECT: Office of Record

REF : Memorandum from Chief, Records Administration Staff, DD/S to Chief, Records Management Staff, OC, dated 6 June 1966, Subject: Office of Record

1. Attached is a listing of the records categories maintained by the Office of Communications for which the Office of Communications is seen as the Office of Record, as requested in the referenced memorandum. These records are contained in the Office of Communications Division and Staff Records Control Schedules and are listed by schedule number and item.

2. In designating the records for which the Office of Communications is the Office of Record, it was assumed that the papers contained in the various categories are pertinent to the Office of Communications, although not necessarily originated in the Office of Communications. Therefore, there will be duplication of papers held, although, other Agency components may, in fact, be the Office of Record rather than the Office of Communications. The only holdings excluded under this broad premise are such things as publications originated by other Agency components



Attachment

Distribution:

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